



Finance Committee Meeting Minutes

Lee County, Illinois

Aug 17, 2023 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor Boardroom, 112 E Second St, Dixon, IL 61021

I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Jim Schielein.

II. Committee Member Roll Call: Chair Jim Schielein, Vice Chair Mike Book, Tom Kitson, Lirim Mimini, Tim Bivins, Nancy Naylor

Lirim Mimini was absent. Jim Schielein, Mike Book, Tom Kitson, Tim Bivins, and Nancy Naylor all attended in person.

Also present: Dean Freil, Keane Hudson, and Mike Koppin (Board Members), Charley Boonstra (State's Attorney), Dee Duffy (Zoning Administrator), Jeff Hilden (Facilities Director), Amy Johnson (Circuit Clerk and Recorder), Sara Leisner (ARPA Grant Coordinator), Nancy Petersen (County Clerk and Recorder), Patty Rudolphi (Grant Fiscal Coordinator), Paul Rudolphi (Treasurer), Wendy Ryerson (Treasurer), Staci Stewart (Director of Probation and Court Services), Clay Whelan (Sheriff), and Becky Brenner (Board Secretary) all attended in person.

Following roll call, Staci Stewart reported the following information from the Probation Department:

- The office has started union negotiations.
- Senate Bill 1463 was recently signed by the Governor. The bill has eliminated the Court's right to assess fees, fines, and costs for minors, juveniles, and their parents. This means that juvenile detention costs will no longer be reimbursed to the County.
- The County did receive reimbursement from the State for salaries of roughly \$474,000.

III. Public Visitors

Rick Humphrey attended the meeting via Zoom video conferencing (9:20-9:26).

IV. Approval of the Minutes from the Previous Meeting - (July 13, 2023)

Motion to approve the minutes from the July 13, 2023, Finance Committee Meeting. **Moved** by Tim Bivins. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

V. Treasurer's Monthly Financial Report

Paul Rudolphi walked the committee through the Treasurer's Monthly Finance Report. Following are highlights:

- Revenues for the month of July increased.
- The County had its first distribution from property tax collections. Another distribution is expected within the next week.
- Expenses are running slightly higher than expected.
- All other funds are tracking according to expectations.
- Paul took the time to walk the committee through the County cash balance funds and uses.

VI. Treasurer’s Quarterly Financial Report – Presented every December, March, June, September

There was no Quarterly Financial Report in August.

VII. Insurance Committee and GREDCO Reports

Nancy Naylor walked the committee through the latest information available from the Insurance and Wellness Committees. The full report will be attached to the minutes and included in the August 2023 County Board agenda.

There was no report from GREDCO.

VIII. ARPA

A. Quarterly Report

The next quarterly ARPA report will be provided to the committee during the October meeting.

IX. Approval of Monthly Joseph E. Meyer Resolution(s):

A. PPN# 13-21-11-408-009 Woodhaven Lakes

Motion to approve the Joseph E. Meyer resolution for PPN# 13-21-11-408-009 in Woodhaven Lakes and move to the Executive Committee for inclusion on the August County Board agenda. **Moved** by Tom Kitson. **Second** by Nancy Naylor. **Motion** passed unanimously by voice vote.

X. Unfinished Business

There were no items under unfinished business.

XI. New Business

A. Circuit Clerk's Chief Deputy Wage Adjustment

Amy Johnson walked the committee through her request for a one-time wage increase of \$5,000 for the Chief Deputy position in her office, from the County general fund. The request was based on years of experience, duties, comparable positions, and benefits paid to other offices in the County with the same "Chief Deputy" position. The increase will only be in place as long as the employee is Chief Deputy and working full-time. Amy provided the committee

with a MOU with the Teamsters that assured the County that this request, if granted, would not open the contract.

Motion to approve the \$5,000 request for the Circuit Clerk's Chief Deputy Wage Adjustment, with proration from July 1, 2023 - November 30, 2023, to the Executive Committee for inclusion on the August County Board agenda.

Moved by Nancy Naylor. **Second** by Mike Book. During discussion, the committee acknowledged that the increase was a matter of fairness but expressed their concerns about making salary changes outside of union negotiations and mid budget. **Motion** failed with 0 (zero) votes in favor and five (5) votes opposed.

XII. **Executive Session:**

Motion to enter into Executive Session at 9:26 a.m., for the purpose of discussing 5 ILCS 120/2 (c)(2) Collective Negotiating Matters.

Moved by Mike Book. **Second** by Tom Kitson.

Roll call going into Executive Session: Jim Schielein, Mike Book, Tom Kitson, Tim Bivins, and Nancy Naylor.

Also present: Dean Friel, Keane Hudson, Mike Koppien, Clay Whelan, Paul Rudolphi, Wendy Ryerson, Charley Boonstra, Bob Olson (9:44-9:46) and Becky Benner.

Roll call back in open session: Jim Schielein, Mike Book, Tom Kitson, Tim Bivins, and Nancy Naylor.

Also present: Dean Friel, Keane Hudson, Mike Koppien, Clay Whelan, Paul Rudolph, Wendy Ryerson, Charley Boonstra, and Becky Benner.

Back in open session at 9:48 a.m.

-- Following the Executive Session Tom Kitson explained that the County had come to an agreement with Discover Dixon to manage the County Tourism initiatives. The contract will be on the Executive Committee agenda for County Board consideration on August 24th.

XIII. **Adjournment**

Motion to adjourn at 9:52. **Moved** by Tim Bivins. **Second** by Nancy Naylor. **Motion** passed unanimously by voice vote.

The next Finance Committee Meeting is scheduled for
9:00 a.m., on Thursday, September 14, 2023

Respectfully submitted by:
Becky Brenner - Board Secretary

Quarterly Insurance Meeting /August 16th

The committee participated in a Zoom call with Cindy Zichal and Angie Moscato, our consultants from IPBC, to review our current status. We now have 12 months of statistics. The good news is our total annual claims are down from the previous year therefore our costs will be lower than originally projected for this coming year. We can expect an increase of about 4.25%. Wendy had previous knowledge and it is currently reflected in the budget information.

Penny Slusser and Nancy Peterson have been implementing new insurance software called PlanSource. This implementation requires employees to update their personal information with Penny.

Wellness Report-

Quick background-

In reviewing the Wellness program incentives/giveaways early this year it was noted that the process currently used to distribute the wellness monetary incentives needed to be revised due to tax liability and responsibility. In conjunction with the Wellness group, other employees, specifically Sara Leisner and Tracy Bay who volunteered to take over the Wellness Committee, and Paul Rudolphi did an enormous amount of research and discussed possible ideas for execution of the wellness incentives. The outcome is good and meets the County's responsibility as well as keeping the Wellness program intact for the employees. The group worked out a plan through Empower to have all incentives processed through them, rather than the county.

Upcoming plans-

Biometric testing will be held late in October and the Committee is planning a Summer Give Away incentive.